Project Description

The SSR project will develop and implement a system that will provide enterprise content management of the fully versioned MCA datastore and system functionality that will improve bill drafting, amendment, and chamber business processes. The technology will support the addition of a mobile aware website that will uphold the legislative intent to make current information readily and easily available to customers including the legislative branch, legislators, state agencies and the public. This functionality will be supported by system wide hardware, architecture and development tools that will allow maintenance and ongoing enhancement by the MT Legislative IT team for many years into the future.

Project Objectives

1. The Montana Code Annotated is housed in a safe and supportable technical environment.
2. System includes professional enterprise level content management with a document repository that allows granular version and audit controls.
3. Drafting and amending is better - effective, efficient, and run on maintainable software.
4. All project elements are on a platform that allows for website improvements including transparent open-data standards, mobile aware features and easily accessible information.
5. Session and chamber processes are improved - including agenda and journal preparation.
6. Production system support is independently performed by Montana resources.

Project	MT Session Systems Replacement (SSR)
System	LAWS II
Sponsor	Susan Fox, Executive Director
Management	Dale Gow, CIO/Contract Manager
Stakeholders	Steve Eller, Project Director
	All LEG personnel
	Legislators
	Other Agencies
	Public
Propylon	John Harrington, CEO/Contract Manager
Leads	Sean McGrath, CTO
	Kieran Fitzpatrick, VP Engineering
PM	Dale Matheson, Shawn Whyte

Process Principles

- Design before build
- Everyone on the team will use the project methodology which will save time, save effort and prevent errors
- Solve problems electronically when advantageous
- All changes will be processed through change management
- Communication will be clear, honest and frequent
- The backlog is alive and is continually prioritized and groomed
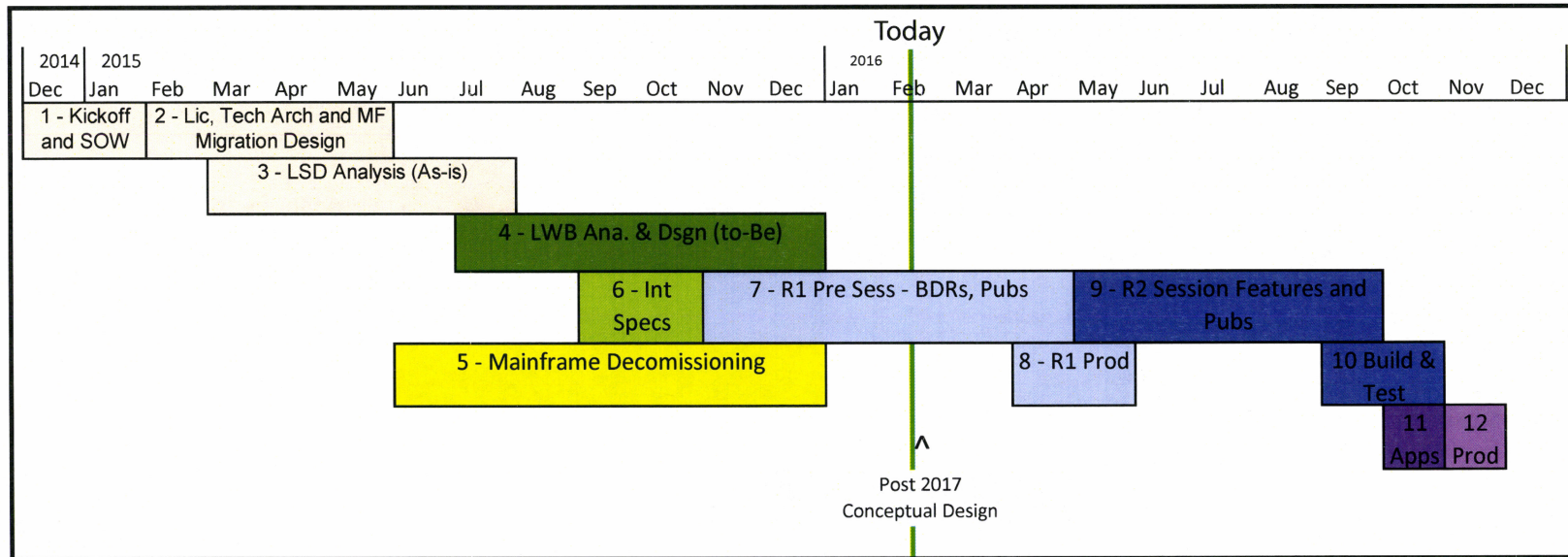
Prioritization Candidates

- Bills with fiscal impact
- Committee integration
- Fiscal Note Management
- Sergeants office integration
- A/V system interaction and markers
- House and Senate administration

Working Agreement

We will **respect** each other, start and end times, and time zones

We will have open **communication**, will invite input and will elicit information

We believe **issues** have solutions and will escalate any that create barriers to progress

We are a cohesive distributed **team** who are held accountable to team values

I am **responsible** and accountable for items assigned to me and delivered by me

We share **knowledge** freely and build the capabilities of the team

Trust is continually built within the team and stakeholders

We strive to work **smarter** not harder

We will not be afraid to try something **new**

Project Metrics

- Project Schedule
- Budget
- Business processes – original, improvements, saved, progress through OCDM
- Test progress through OCDM
- Installed business scenarios
- Defect tracking
- Change tracking

Primary Risks

1. Underestimating level of effort or not assigning appropriate resources to project tasks.
2. A large stakeholder group from many business areas, including staff, legislators, media, etc.
3. Fixed budgets (time and money).
4. Loss of key personnel during the project.
5. LSD staff is migrating to new operations and development technologies.

Project Roadmap

Top timeline (2014–2016):

| 2014 Dec | 2015 Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | 2016 Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |

Today (marker at 2016 Jan/Feb)

- 1 - Kickoff and SOW
- 2 - Lic, Tech Arch and MF Migration Design
- 3 - LSD Analysis (As-is)
- 4 - LWB Ana. & Dsgn (to-Be)
- 6 - Int Specs
- 7 - R1 Pre Sess - BDRs, Pubs
- 9 - R2 Session Features and Pubs
- 5 - Mainframe Decomissioning
- 8 - R1 Prod
- 10 Build & Test
- 11 Apps
- 12 Prod

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Post 2017
Conceptual Design

Bottom timeline (2017–2018):

| 2017 Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | 2018 Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |

- 13 Holdback Release Warranty Period
- Analysis | Editor | E&E | Chm | Pub CD | Release 3 Dev, Test, Deploy
- ^ Analysis and Design ^
- Release 4 Dev, Test Deploy

Key

SOW: Statement Of Work

Lic, Tech Arch and MF Migration Design: License, Technical Architecture and Mainframe Migration Design

LSD: Legislative Services Department

LWB: Legislative Workbench

Int Specs: Initial Specifications

Pre Sess - BDRs, Pubs: Pre Session, Bill Draft Requests, Publications

Prod: Production

Apps: Applications

Editor: Bill Drafting and Editor

E & E: Engrossing & Enrolling

Chm: Chamber

Pub CD: Publications on CD